

From: Meredith Kurpius [Kurpius.Meredith@epamail.epa.gov]
Sent: Monday, August 26, 2013 10:30 AM
To: Kurpius, Meredith
Subject: Fw: time to kick out the Annual Network Plan letters!

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From: Meredith Kurpius/R9/USEPA/US
To: Matthew Lakin/R9/USEPA/US@EPA,
Cc: Gwen Yoshimura/R9/USEPA/US@EPA
Date: 02/08/2013 01:04 PM
Subject: Re: time to kick out the Annual Network Plan letters!

-Meredith

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From: Matthew Lakin/R9/USEPA/US
To: Gwen Yoshimura/R9/USEPA/US@EPA,
Cc: Meredith Kurpius/R9/USEPA/US@EPA
Date: 02/06/2013 09:08 AM
Subject: Re: time to kick out the Annual Network Plan letters!

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▼ Gwen Yoshimura---02/05/2013 05:36:29 PM---Hello, Regarding the 2nd bullet point, I thought that we were supposed to call

From: Gwen Yoshimura/R9/USEPA/US
To: Lakin.Matthew@epamail.epa.gov,
Cc: Andrew Steckel/R9/USEPA/US@EPA, Dena Vallano/R9/USEPA/US@EPA, Elfego Felix/R9/USEPA/US@EPA, Idalia Perez/R9/USEPA/US@EPA, Katherine Hoag/R9/USEPA/US@EPA, Meredith Kurpius/R9/USEPA/US@EPA, Michaela Flagg/R9/USEPA/US@EPA, Robert Marinaro/R9/USEPA/US@EPA
Date: 02/05/2013 05:36 PM
Subject: Re: time to kick out the Annual Network Plan letters!

Hello,

Regarding the 2nd bullet point, I thought that we were supposed to call the plans by the name, ie, by how the agency titled their plan. It seems like it'll be confusing to refer to them as a single year, given all the differences in data year vs submittal year vs how they title their plans, etc etc. If we absolutely want to use a single year, maybe we could say "...plan submitted in 2012." I think that'd be true of all of the plans we're responding to in this round, and hopefully none of these agencies submitted really late plans last year?

Thanks!

-Gwen

From: Matthew Lakin/R9/USEPA/US
To: Katherine Hoag/R9/USEPA/US@EPA, Michaela Flagg/R9/USEPA/US@EPA, Meredith Kurpius/R9/USEPA/US@EPA, Gwen Yoshimura/R9/USEPA/US@EPA, Elfego Felix/R9/USEPA/US@EPA, Dena Vallano/R9/USEPA/US@EPA, Robert Marinaro/R9/USEPA/US@EPA,
Cc: Andrew Steckel/R9/USEPA/US@EPA, Idalia Perez/R9/USEPA/US@EPA
Date: 01/30/2013 04:04 PM
Subject: time to kick out the Annual Network Plan letters!

Monitoring Team and Bob,

As I've mentioned to most, if not all, of you, I think we are ready to finally send the Annual Network Plan letters. I've been involved in 13 (and counting) meetings with the Air Districts on plans, and I have to say that the overwhelming response has been extremely positive. Thank you all for your hard work making that possible. I've shared with Debbie the feedback and some of the remaining challenges and she's in agreement that we can prepare these to be sent.

So for all of the plans -- besides those with obvious hold-ups (BAAQMD, SCAQMD, CARB, SJV, and maybe Great Basin) -- could you each please prepare the complete draft letter for Bob's review by Thursday, February 7? After seeing 15+ letters, I've prepared a list of things that I recommend Bob specifically check for consistency, and that you might want to check for as well:

- In the cover letter, check for consistent District naming.
- In the cover letter, make sure that we call all of last years plans as "2012" and not "2011."
- In the cover letter, make sure that we refer to "Attachments A, B, and C" and not just the previous wording of "Attachments A and C".

- In the cover letter, make sure that the formatting allows for page 2 to have at least two lines of text preceding the "Sincerely".
- Remove the watermark throughout.
- Check that all attachments are labeled (especially "Attachment A"; see Meredith's SC as a good example) and that Attachment A has the appropriate page breaks.
- Check that Attachment A has consistent coloring -- yellow for Attachment B items and green for Attachment C items -- unless someone feels strongly they want to use a different system.

I've asked Dena to draft letters based on the analysis that Idalia and Rynda did for Maricopa and Pima, and asked Michael to take the lead on the phone calls to go through their letters.

If Bob has time, I'm also going to ask him to work with all of you to take all of CARB-related items from each individual letter and create a master-list for the CARB letter. Maybe we could talk about a good process to do this at the next team meeting.

Thanks and congratulations to all of you for the hardest part of the work finally reaching this joyous end!
Matt

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